

MULTIMEDIA



UNIVERSITY

STUDENT ID NO

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MULTIMEDIA UNIVERSITY

FINAL EXAMINATION

TRIMESTER 2, 2018/2019

PSS0014 – UNIVERSITY STUDY SKILLS

(All sections / Groups)

5 March 2019

9.00 a.m. – 11.00 a.m.

(2 Hours)

INSTRUCTIONS TO STUDENTS

1. This Question paper consists of 5 pages with 2 sections, excluding cover page.
2. **Section A:** Multiple Choice Questions (20 Marks). Answer **ALL** questions.
3. **Section B:** Short Essay Questions (80 Marks). Answer **ALL** questions.
4. Please write your answers for both Section A and Section B in the answer booklet provided.

SECTION A: MULTIPLE CHOICE QUESTIONS (20 marks)**Answer ALL questions.**

1. Study skills components includes time management strategies, note taking, active listening and _____.
 - A. analysis skills
 - B. investigation skills
 - C. academic skills
 - D. speaking skills

2. Which practice is **NOT** recommended for taking notes?
 - A. Edit your notes later.
 - B. Add end notes
 - C. Copy notes from others
 - D. Use only full sentences

3. Why are notes important?
 - A. Who said it is important?
 - B. So we can remember the important stuff teachers taught us today.
 - C. It takes too long to look it all up
 - D. Notes, Don't we just google all the information.

4. Paraphrase means to:
 - A. put it in your own words
 - B. delete the unimportant facts
 - C. cut the phrase in half
 - D. none of the above

5. To summarize means to:
 - A. rephrase the sentences
 - B. briefly restate the important facts or main point
 - C. re-word the text
 - D. copy and paste from the original work

Continued...

6. VARK stands for visual, auditory, read/write and _____.
- A. knowledge
 - B. kinaesthetic
 - C. keep it up
 - D. kindness
7. Which of following is best strategy for effectively planning out your time?
- A. Prioritize all your tasks
 - B. Ignore all the unexpected work
 - C. Delay any unnecessary work
 - D. All of the above
8. What is one common mistake related to time management?
- A. Procrastination
 - B. Manage Distractions
 - C. Taking Breaks
 - D. Scheduling Tasks
9. Alan has been studying for his math test for an hour. He knows that he needs to study for at least another hour, but he is feeling distracted. His phone keeps buzzing with text messages, and he is hungry. What would be the best thing for Alan to do now?
- A. He should keep studying until he falls asleep.
 - B. He should talk to his friend, eat a snack and keep studying all at the same time.
 - C. He should take a quick break, so he can get a snack and respond to his texts before he goes back to studying.
 - D. He should stop studying and make plans to see his friends.

Continued...

10. Zeina is following the time management steps. She just made a list of her tasks and estimated how much time they will take. What should she do next?
- A. She should take a break and eat a snack.
 - B. She should organize her tasks alphabetically.
 - C. She should cross off tasks that she doesn't want to do right away.
 - D. She should prioritize her tasks, or put them in order of importance.

SECTION B: STRUCTURED QUESTIONS (80 marks)

Answer ALL questions.

QUESTION 1

Tasha is a student enrolled for Foundation studies in a prominent university. She is confused on how to prioritize her work and personal life in order to be more efficient at the university. Figure 1 below outlines some of her tasks.

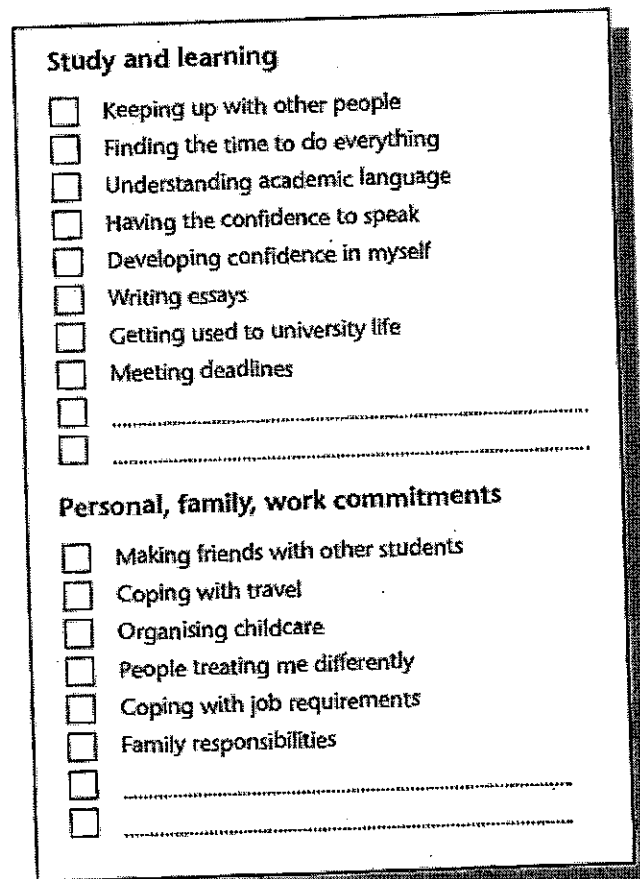
☐	I made good friends
☐	I got a good degree
☐	I made full use of college facilities
☐	I developed new interests
☐	I developed skills which helped me find a good job
☐	I learnt to work better with other people
☐	I learnt to express myself better
☐	I really enjoyed myself
☐	I found out more about who I was as a person
☐	I learnt to think and reason better
☐	I developed my creativity
☐	I took care of my health and well-being
☐	I took on positions of responsibility
☐	I learnt to manage myself as an effective adult
☐	I stretched myself intellectually
☐	I learnt to manage stressful situations with calm
☐	I learnt how to balance work, friendship and family

Figure 1

- a) Based on Figure 1 above, what would you do if you were in the same dilemma as Tasha to prioritize the tasks and manage time effectively? (20 marks)
- b) Outline the benefits, challenges and risks of Independent Learning. (20 marks)

QUESTION 2

As students, anxiety is one of the most common forms of mental illness. Anxiety can affect your health. If you suffer from an anxiety disorder, research suggests that you may run a higher risk of experiencing physical health problems, too. Therefore, when you manage your anxiety, you are also taking care of your physical health.



Study and learning

- ☐ Keeping up with other people
- ☐ Finding the time to do everything
- ☐ Understanding academic language
- ☐ Having the confidence to speak
- ☐ Developing confidence in myself
- ☐ Writing essays
- ☐ Getting used to university life
- ☐ Meeting deadlines
- ☐
- ☐

Personal, family, work commitments

- ☐ Making friends with other students
- ☐ Coping with travel
- ☐ Organising childcare
- ☐ People treating me differently
- ☐ Coping with job requirements
- ☐ Family responsibilities
- ☐
- ☐

Figure 2

- a) Figure 2 illustrated some of the anxieties you may face as students. Provide some initial ideas that you may have about how to manage some of these anxieties (20 marks)
- b) Explain how many of those strategies you have used in the past to deal with anxieties (15 marks)
- c) Which of the strategies outlined in (b) that you think would be useful for you right now? (5 marks)

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